

KENT PARKS, RECREATION AND COMMUNITY SERVICES

525 Fourth Avenue North • Kent, Washington 98032-4497 Phone: (253)856-5000 • Fax: (253)856-6000 • Website: www.ci.kent.wa.us

Booking Number	

APPLICATION FOR ATHLETIC FACILITY RENTAL

Today's Date								
Name of Organization	າ						· · · · · · · · · · · · · · · · · · ·	
Contact Person	· · · · · · · · · · · · · · · · · · ·							
Home Phone 360 206 (Please circ	25 _564		Business Phor	253 1e <u>360 2</u>	425 06_564			
Public Information Ph	ione Number <u>3</u>	253 425 60 206 564		(Please	circie area code)			
Address	(Plea	ase circle area code)	City			_ Zip		
E-mail Address								
Persons in attendance					_ Kent Reside	nts Participa	iting%	
Admission?	☐ No (Amt.	\$) Donati	on? 🗔	Yes 🖵 No	(Amt. \$)	
How did you hear abo								
Athletic Facility Requested Please circle			e Field(s) requesti	ng		tivity (Check all that apply)		
✓ Wilson PlayfieldsField 1 2 3 Soccer 1 2✓ Service Club BallfieldsField K1, L2, S3, R4				Baseball		☐ Practice		
☐ Kent Memorial		Field K1, L2 Field AW1,			□ Softball □ Soccer	Adult Senior	☐ Game ☐ Tournament	
Russell Road		Field 1 2 3	•		Football	- Octiloi	- roumament	
Other		Field			Rugby	Other_		
Date	Start '	Time*	End Time*					
Date	Start	111116	Liid Tillie		Field Lights	: Start Time		
					Kent Parks T			
					Non Kent Pa		<u> </u>	
AGREEMENT The undersigned hereby make	s application to the C		ude set-up and clean-up		that the information i	n the application i	s correct. The undersigned	
agrees to exercise the utmost and hold harmless the City of	care in the use of the Kent, its elected and	city premises and pro	pperty. The applicant agrees to the semployees and agents from the semployees are semployees.	to adhere tom and an	o all rules and regula ainst any and all cla	itions on this form ims, demands, su	The renter shall indemnify its, actions, payments and	
judgments as a result of injury out of any act or omission on otherwise incurred by the city of	or death of any person	on or property damag	e to any property sustained	bv renter c	or any other person w	hich arise from o	in anv other manner grow	
of Kent Ordinances apply to the	is rental application.	in the defense of any I ACKNOWLEDGE 1	HAT I HAVE REVIEWED TH	nt is not real IE INFORI	sponsible for lost or s MATION ON BOTH S	stolen property. I a SIDES OF THIS F	iso understand that all City ORM.	
Signature			Date			(Initial here	after reading	
Addendum to this applicati						reverse side	or this form.	
		FOF	OFFICE USE	ONI V				
Rental Fee:	\$	_						
Deposit:	\$		Due Date					
Field Light Fee:	\$		Due Date					
Additional Fees:	\$		Proof of Insurance			•		
	\$		Police Supervision					
TOTAL DUE:	\$				Priority Use #:			
							FOR OFFICE USE ONLY	
Rental Fee/Depos	it Non-Refund	able						
Due to Cancellation		abio						
Rental:	D	eposit:						
Approved By:								
. ipprovod by.								

City of Kent Parks, Recreation and Community Services

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ATHLETIC FIELD RENTAL RULES AND REGULATIONS

The park facilities which you will be using belong to the people of the City of Kent and are under the supervision of the City of Kent Parks, Recreation and Community Services Department. To preserve the rights of the public for the use of a public facility, rules and regulations are necessary and we ask you and your group to cooperate. Enjoy yourselves and feel free at any time to make suggestions for physical improvements and services which you believe would make the facility more attractive to users.

- Any group using various park facilities for outside day/evening purposes will be required to complete an application for use of facilities and to pay appropriate fees.
- Unless otherwise stated on this application, any cancellation received less than twenty-one (21) days before said event will result in the forfeiture of rental fee and or deposit.
- 3. The City of Kent recommends and in some cases require renters to obtain Special Liability Insurance. This insurance would protect you and your guests while using City property and is to indemnify against loss resulting from bodily injury and/or property damage. An application for insurance can be completed and paid at the time of reservation. The premium is payable by check only. Washington Cities Insurance Authority will send a certificate of insurance to the applicant. The premium paid is refundable only if the event is cancelled before the event date.
- 4. The City of Kent reserves the right to immediately terminate this agreement and the applicant agrees to immediately vacate the premises upon notification of termination for failure to adhere to the rules and regulations set forth herein.
- The City of Kent reserves the right to refuse rental of City facilities if the applicant has previously violated the rules and regulations set forth herein.
- All groups must leave the park/facility in satisfactory condition (clean and free of damage). All litter and garbage must be disposed of properly. Sponsored groups damaging City property will be held responsible for the cost of repair, replacement, or clean up.
- All groups must inform Kent Parks, Recreation and Community Services of any special equipment that may be used during your event. Kent Parks, Recreation and Community Services reserves the right to require additional insurance and/or additional fees depending on type of activity planned.
- An additional fee will be charged for use of electrical power/ water (if available). Electrical hook-up for amplification of music (of any kind) requires special permission from the Parks and Recreation Department.

- 9. For activities requiring special services and/or supervision, a fee will be charged. Only facilities applied for may be used.
- 10. Users, its members, guests and invitees shall not solicit or provide goods and/or services, on the premises (premises to include all of the Athletic Fields and parking lot areas), that may be construed by the Operator as competing with the existing goods and/or services provided by the Operator without the prior written permission of the Operator.
- 11. The City of Kent reserves the right to require police supervision for any event booked. Security requirements must be met and confirmed prior to your event date. Cost of police supervision will be charged to renter.
- 12. Smoking or the use of any kind of tobacco shall be prohibited on or near all City of Kent athletic fields while youth games or practices are in session.
- 13. Possession or consumption of alcoholic beverages on City of Kent park grounds is prohibited.
- 14. The City of Kent Parks, Recreation and Community Services Maintenance Staff will complete all field maintenance. Rental groups will not be allowed to do any field maintenance.
- 15. There is no storage available. A fee will be assessed for any items stored on the property before or after your event. The City of Kent is not responsible for lost or stolen property.
- 16. Parking may be shared by other events during your rental period.
- 17. All vehicles improperly parked at recreation complexes are subject to tow away at owner's expense.
- 18. Overnight parking or camping is prohibited.
- 19. Please follow the advice of local and state Police Departments regarding vehicle theft prevention. Don't make it easy for car theft prowlers. Please remember to conceal your valuables, (wallets, purses, handbags, cameras, etc...) out of view or leave them at home.
- 20. City of Kent is not responsible for loss, theft or damage to vehicles.
- Additional rules and regulations may be required for a specific athletic facility.
- 22. All other rules and regulations as stated in the City of Kent Ordinance #1569 "Rules and Regulations for the Operation of Park Properties" adopted by the Kent City Council must be obeyed by all users.

For further information about reserving a facility, contact Kent Parks, Recreation and Community Services

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